

**VOSHA REVIEW BOARD  
SPECIAL MEETING  
AGENDA**

**October 2, 2019**

**8:30 a.m.**

**Location: VOSHA Review Board Office  
13 Baldwin Street, Montpelier, VT 05633**

- I. Additions or Deletions to the Agenda
- II. Minutes from the May 21, 2019 Board Meeting
- III. Budget Review and Discussion (Budget to Actuals spreadsheet and Clerk's Report, are located on SharePoint).
  - A. Holly Anderson, Chief Financial Officer, of Agency of Administration Financial Services Division will join us to go over the new format of the budget to actuals spreadsheet, discuss the status of budget and also discuss a change in the way we do billing.
- IV. Docket Review:
  - A. Closed Caseload Review. (Please Review Tracking Sheet located on SharePoint)
  - B. Open Caseload Review Status and Discussion (Please Review the Docket Summary and Clerk's Report located on SharePoint).
    - 1. Executive Session to deliberate on VRB1001 Eustis Cable Enterprises
- V. E-Filing, e-signature and New Software
- VI. Rules of Procedure Update (See Clerk's Report)
- VII. Hearing Officer Contracts and conflict of interest (See Clerk's Report)
- VIII. Board Reappointments (See Clerk's Report)
- IX. Set upcoming meetings
- X. Adjourn